

UNITED STATES MARINE CORPS
Logistics Operations School
Marine Corps Combat Service Support Schools
Training Command
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MTMOC 2508

STUDENT OUTLINE

MOTOR TRANSPORT MOVEMENT ORDER

LEARNING OBJECTIVES:

1. TERMINAL LEARNING OBJECTIVES: Given the references and requirement to direct the movement of a tactical convoy, conduct a tactical convoy, per FM 55-30, FMFM 4-9, and TM 11240-14/2. (3510.1.19)
2. ENABLING LEARNING OBJECTIVE: Given the references and requirement to direct the movement of a tactical convoy, draft a movement order, per FM 55-30, FMFM 4-9, and TM 11240-14/2. (3510.1.19b)

OUTLINE

1. PURPOSE AND CONSTRUCTION OF THE OPERATION ORDER

a. The operation order, sometimes referred to as the operation plan, is the instrument through which a commander translates his decision into specific tasks for subordinate units. The order contains sufficient detail regarding execution of the plan as necessary to ensure coordinated action by the command as a whole.

b. The movement order, which is the topic of this lesson, will be discussed later. It is derived from the operation order. Before we can talk about the movement order, you must have an understanding of the operation and know where the contents of the movement order come from.

c. The Basic Planning References and Their Purpose. There are two basic references that should be used when preparing an operation order.

(1) FMFM 3-1, Command and Staff Action, is used as a guide for operation plans and orders, and for operations involving Marine Corps units.

(2) JOPS, Joint Operational Planning System, established the system to be used in the planning and support of joint military operations.

(a) Headquarters, Marine Corps directed the incorporation of the JOPS format in Marine Corps doctrinal publications.

(b) The format in the JOPS manual for annexes is mandatory.

d. Operation Order Format

(1) Use of a standard format when drafting an operation order allows for the following:

(a) The material is presented in a logical, easily assimilated manner.

(b) Standard format permits easy location of a particular item within the order and it provides a checklist for the commander.

(c) Standard format also promotes common understanding throughout the military services.

(2) Assembly of the operation order is usually coordinated by the S-3 section.

(3) An operation order consists of three principle parts; the heading, the body, and the ending.

(a) The first part of the operation order is, of course, the heading.

1 The heading will indicate if the order contains changes from oral orders previously issued.

2 The heading also gives the copy number and the number of copies printed. Also found in the heading are the:

a Issuing headquarters.

b Place of issue.

c Date/time group.

d Month and year of issue.

e Message reference numbers.

f Title of the order.

g Reference(s) used in the order (maps, charts, photomaps, SOPs, et cetera).

h Time zone which will apply during the execution of the order.

(b) The body of the operation order consists of five paragraphs, the old familiar SMEAC.

1 The first paragraph is the situation. This paragraph is always divided into three subparagraphs.

a Enemy forces. Enemy information (situation, capabilities and indications) vital to the entire command or likely to affect the accomplishment of the mission.

b Friendly forces. Information on friendly forces having bearing on the operation is contained in this paragraph.

c Attachments and detachments. This paragraph will include:

(1) A list of nonorganic units attached to, or units detached from issuing headquarters.

(2) Assignments of units organic to the issuing headquarters.

(3) Effective time of attachments and detachments, if different than effective time of the operation order.

(4) A repeat of existing attachments and detachments for clarity.

2 The second paragraph is the mission. The mission paragraph should be:

a A clear, concise statement of tasks to be accomplished.

b Always written out in full.

c Stated as simply as possible.

3 The third paragraph is execution. This paragraph will contain a brief statement on the concept of operations and assigns definite tasks or missions to each element charged with the execution of tactical details of the mission.

4 The fourth paragraph is administration and logistics. This paragraph contains information and instructions of an administrative and logistical nature that affects the accomplishment of the mission.

5 The fifth paragraph is command and signal.

a The fifth paragraph contains instructions for the establishment and maintenance of communications and information concerning installations and procedures.

b The fifth paragraph also specifies the chain of command.

(c) The last part of the operation order is the ending. The ending of the operation order contains the following:

1 The signature or authentication that makes the order official.

2 The instructions concerning acknowledgment and distribution.

3 A list of annexes which make the order complete are contained in this paragraph.

(d) You may have noticed that the example in FMFM 3-1 has a classification.

1 An operation order is classified in accordance with the provisions of the U. S. Navy Security Manual for classified material.

2 The classification is prominently stamped or typed at the top and bottom of each page of printed or pictorial material.

3 The classification is not part of the heading, body, or ending.

(e) Another part of the example in FMFM 3-1 we have not talked about is the task organization annex.

1 The task organization annex is a visual representation of the organization for combat.

2 The task organization annex lists all tactical, administrative, and service groupings together with the commanders of each.

3 The task organization may be shown by any one of three methods:

a Under the proper subparagraph of paragraph three (execution) of the body when task organizations are not overly complicated or cumbersome.

b As an entry under the caption "Task Organization" preceding paragraph one (situation).

(1) Used when the entire command of an issuing headquarters is organized into task organizations.

(2) Task organizations are too complicated to be shown clearly in paragraph three (execution).

c As a separate annex when task organizations are lengthy and complex.

(1) This permits early dissemination and facilitates concurrent planning.

(2) In amphibious operations, task organization is reflected using an annex.

e. Operation Order Annexes

(1) Annex "C," (Operations). Annex "C" of the operation order expands on the information found in paragraph three of the basic order about how the commander intends to accomplish the mission.

(a) If a convoy or tactical motor march is included in the concept of operations ashore, then the actual movement order is included as an appendix to Annex "C."

(b) In some circumstances, an appendix outlining tactical motor march procedures is included as an appendix to Annex "C" for execution as required via the issue of a fragmentary (FRAG) order.

(2) Annex "D," Logistics

(a) Annex "D," explains the external logistics support requirements and interface with external logistics support agencies; for example, Military Airlift Command (MAC), Military Traffic Management Command (MTMC), Marine Supply Center (MSC), et cetera.

(b) Generally, Annex "D" is only published at the Marine Air Ground Task Force (MAGTF) level. The Ground Combat Element (GCE), Air Combat Element (ACE), or Combat Service Support Element (CSSE) publishes an Annex "D" only if operating independently or widely separated from higher headquarters.

(3) Annex "P" (Combat Service Support). Unlike Annex "D," Annex "P" refers to procedures and support internal or organic to the (MAGTF).

(a) The annex will contain movement orders for the use of convoys by the CSSE when those convoys are included in the combat service support concept.

(b) The order can also include an appendix to Annex "P" outlining general convoy procedures to be employed for execution by issue of a FRAG Order.

2. PURPOSE AND CONSTRUCTION OF THE MOVEMENT ORDER

a. The movement order is issued by the commander to cover the details for a move of his command and contains the necessary instructions for the orderly conduct of the planned movement.

b. The movement order includes sufficient detail to clearly define, as they apply to the convoy, the following:

- (1) The current situation.
- (2) The mission/purpose of the convoy.
- (3) The concept of operations for the movement.

(4) Applicable administrative and logistics procedures and responsibilities.

(5) Command, control, and communications assignments and techniques that will be employed to carry out the move.

c. The movement order can be issued as a FRAG order if existing SOP's or previously issued operation order annexes provide the necessary convoy movement details.

d. References to SOP's, directives, TM's, and so forth are appropriate, provided all concerned have access to the referenced documents.

e. Most convoy operations will be conducted in support of larger operations and the needs can be satisfied by this basic movement order which can reference appropriate MAGTF or unit operation orders and annexes for detailed instructions.

f. The Movement Order Will Be Constructed In The Following Format:

(1) Heading. The heading will contain the movement order number, any references (maps, charts, and so forth), time zone, and copy number.

(2) Task organization (of the convoy). Here we identify units and the personnel responsible for the below listed elements:

- (a) Command/control element.
- (b) Security element.
- (c) Transport element.

(3) Paragraph one - situation (as it affects the convoy).

(a) Enemy forces. Outlined in this section will be the enemy situation, enemy capabilities, and indications. This information is extracted from the operation order.

(b) Friendly forces. In this paragraph, you will identify all friendly forces and their responsibilities.

(c) Attachments and detachments. This section will be used to identify units assigned to support the convoy. The duties of these units will be outlined in paragraph 3b of the order.

(4) Paragraph two - mission. The mission will state a clear, concise statement of the tasks to be accomplished by the convoy: who, what, when, and where transported.

(5) Paragraph three - execution.

(a) Concept of operations. A summary of how the convoy will be conducted to accomplish its mission is outlined in this section. These statements will also amplify the mission statement.

(b) Tasks. Outlined under tasks will be the responsibilities of subordinate units in support of the convoy.

(c) Convoy organization.

1 Key people. Here we identify key convoy personnel, their duties, and their positions within the convoy.

2 Vehicle sequence. The convoy construction (head, main body, and trail) of the march column(s) will be outline in this area.

3 The convoy commander may want to make this an annex to the movement order.

(d) Route.

1 Strip maps, overlays, et cetera to depict the route can be found in this subparagraph.

2 The convoy commander may want to make this an annex to the movement order.

(e) Checkpoints.

1 Included in this subparagraph are the convoy start and release points.

2 Also included is a list of designators, grid locations, and descriptions. (The convoy commander may want to make the list of checkpoints an annex to the movement order.)

3 Specific procedures for reporting at checkpoints may also be found in this subparagraph.

(f) Conduct of the march. In this area you should:

1 Specify vehicle distances for the various circumstances anticipated for this convoy.

2 Designate convoy speeds to be maintained by the pacesetter and also catch up speeds for individual vehicles/elements.

3 Identify how many halts, when and where, as well as actions required on the halt such as hasty security, vehicle PM, and so forth.

4 Review safety considerations, both general rules and specific concerns for the convoy.

(g) Defense plan.

1 Organization. Here, you want to identify what security elements are available and how they are positioned in the convoy.

2 Concept. In this section, you want to identify how you are going to employ the security forces to meet anticipated threats; also specify immediate action for drivers, passengers, and other non-security force personnel.

(h) Fire support plan.

1 Organization. Under organization, you want to inform personnel who are available to provide fire support,

what type of fire support they can provide, where they are located, and how they can be reached for support.

2 Concept. In this section, you want to identify how you anticipate using the fire support available. The convoy commander may have his target list and/or overlays included as an annex to the movement order.

(i) Maintenance procedures.

1 Organization. The convoy commanders should identify what assets and support he has available, both traveling with the convoy and in the area of operations.

2 Concept. The convoy commander will:

a Specify immediate action by vehicle drivers experiencing problems.

b Specify who will stop to provide assistance to the convoy if there are any mechanical problems with the vehicles in the convoy.

c Identify guidelines on the extent of repairs to be attempted en route and who is responsible for carrying out those guidelines; e.g., the trail maintenance officer should be known by all convoy personnel.

d Specify the PM responsibilities prior to, during, and after the convoy.

(j) Coordinating instructions. The convoy commander will identify:

1 Date/time for the following events:

a Staging.

b Departure.

c Return.

2 Loading/staging procedures to include the:

a Location of the unit or supplies to be loaded and where the unit or supplies are to be unloaded/staged.

b Instructions. The movement order should also identify any special instructions relating to the type of cargo being transported (handling of hazardous materials).

3 Convoy clearance. Who provides it and how to get it.

4 Critical points. Where they are and what to do when you get there.

5 Vehicle destruction. Criteria to be followed and who makes the decision.

6 Weapons safety.

(6) Paragraph four, administration and logistics.

(a) Supply sources. This subparagraph should be used to identify the:

1 Origin of the supplies/cargo to be transported or consumed by the convoy.

2 Destination of the cargo.

3 Enroute resupply of the convoy.

(b) Prescribed loads. What you have to carry with you for your own use.

(c) Maintenance. The movement order should identify the inspections to be carried out before departure and the procedures for obtaining support.

(d) Medical. This subparagraph will identify medical personnel, such as corpsmen, to be taken on the convoy and the procedures for MEDEVAC of personnel.

(7) Paragraph five, command and signal.

(a) Chain of command.

1 This section of the movement order should identify key personnel to include the convoy commander, assistant convoy commander, trail maintenance officer, serial commanders, and so forth.

2 This section should also specify at what point the security force commander takes control in the event of enemy activity.

(b) When units/individuals become operational control (OPCON) to the convoy commander the order should identify:

1 When it becomes effective; probably a date/time group.

2 When it terminates; this may be a date/time group or keyed to some event such as reaching the release point.

(c) Communications/electronics.

1 Identify radio frequencies and call signs for control personnel and security forces.

2 Identify radio frequencies and call signs for the fire support agencies and medical support teams.

(d) Hand and arm signals for both day and night, if necessary, are identified in this subparagraph.

(e) This paragraph is used to identify other signals; smoke, flares, whistles, et cetera that will be used to control the convoy or sound the alert.

(8) Ending. A list of your annexes to the order are annotated in this area.

(9) Classification.

REFERENCES

FM 55-30, Army Motor Transport Movements and Operations
FMFM 4-9, Motor Transport
TM 11240-14/2, Logistics Considerations for Motor Transport
Convoy Operations in a Guerrilla Environment